



**School Committee  
Meeting Book**

**January 20, 2016  
7:00 pm**

**Town Hall  
Selectmen's Meeting Room**



**SHREWSBURY PUBLIC SCHOOLS**  
School Committee Meeting  
**AGENDA**  
**January 20, 2016 7:00pm**  
**Town Hall—Selectmen's Meeting Room**



**Items**

**Suggested time allotments**

I.	Public Participation	7:00 – 7:10
II.	Chairperson's Report & Members' Reports	
III.	Superintendent's Report	
IV.	Time Scheduled Appointments:	7:10 – 7:35
	A. Calendar Committee: Report	
	B. Calendar for 2016-2017 School Year: Recommendation	7:35 - 7:45
V.	Curriculum	
	A. SHS Program of Studies: Recommended Changes	7:45 - 8:05
VI.	Policy	
VII.	Finance & Operations	
	A. Fiscal Year 2017 Budget: Superintendent's Recommendation	8:05-8:45
VIII.	Old Business	
IX.	New Business	
X.	Approval of Minutes	8:45 – 8:50
XI.	Executive Session	
	A. Negotiations: Shrewsbury Education Association, Unit A	8:50 – 9:10
	B. Student residency issue	9:10 – 9:15
XII.	Adjournment	9:15

**Next regular meeting: February 3, 2016**



**SHREWSBURY PUBLIC SCHOOLS**  
School Committee Meeting



**ITEM NO: I. Public Participation**

**MEETING DATE: 1/20/16**

**SPECIFIC STATEMENT OR QUESTION:**

Will the School Committee hear thoughts and ideas from the public regarding the operations and the programs of the school system?

**BACKGROUND INFORMATION:**

Copies of the policy and procedure for Public Participation are available to the public at each School Committee meeting.

**ITEM NO: II. Chairperson's Report/Members' Reports**

**SPECIFIC STATEMENT OR QUESTION:**

Will the School Committee hear a report from Mr. John Samia, Chairperson of the School Committee and other members of the School Committee who may wish to comment on school affairs?

**BACKGROUND INFORMATION:**

This agenda item provides an opportunity for the Chairperson and members of the Shrewsbury School Committee to comment on school affairs that are of interest to the community.

**STAFF AVAILABLE FOR PRESENTATION:**

Mr. John Samia, Chairperson  
Ms. Sandra Fryc, Vice Chairperson  
Ms. Erin Canzano, Secretary  
Dr. B. Dale Magee, Committee Member  
Mr. Jon Wensky, Committee Member

**ITEM NO: III. Superintendent's Report**

**SPECIFIC STATEMENT OR QUESTION:**

Will the School Committee hear a report from Dr. Joseph M. Sawyer, Superintendent of Schools?

**BACKGROUND INFORMATION:**

This agenda item allows the Superintendent of the Shrewsbury Public Schools to comment informally on the programs and activities of the school system.

**STAFF AVAILABLE FOR PRESENTATION:**

Dr. Joseph M. Sawyer, Superintendent of Schools

**ACTION RECOMMENDED FOR ITEMS I, II, & III:**

That the School Committee accept the report and take such action as it deems in the best interest of the school system.



**SHREWSBURY PUBLIC SCHOOLS**  
School Committee Meeting



**ITEM NO: IV. Time Scheduled Appointment**  
**A. Calendar Committee Report**

**MEETING DATE: 1/20/16**

**SPECIFIC STATEMENT OR QUESTION:**

Will the School Committee hear a report regarding recommendations for the school calendar?

**BACKGROUND INFORMATION:**

1. Last year, the School Committee charged the Superintendent with convening a committee to review the school calendar, due to several comments and questions received by the Committee when the current year's calendar was presented and subsequently approved.
2. The Superintendent formed an advisory committee to address this issue, as well as the issue of school start times. This committee, whose members include parents, students, teachers, support staff, administrators, and School Committee liaisons, has met four times and conducted surveys of parents, staff, and students regarding the school calendar.
3. The Calendar Committee's recommendations are found in the enclosed report. Mr. Albertson and Ms. Robinson, who authored the report, will present this information at the meeting on behalf of the Calendar Committee.

**ACTION RECOMMENDED:**

That the School Committee hear the report and take whatever steps it deems necessary in the interests of the Shrewsbury Public Schools.

**STAFF AVAILABLE FOR PRESENTATION:**

Mr. Mike Albertson, Parent Representative, Calendar Committee

Ms. Lisa Robinson, Director, Parker Road Preschool & Administration Representative,  
Calendar Committee



# Shrewsbury Public Schools

## School Calendar & Start Time Committee

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January 15, 2016

**To:** Shrewsbury School Committee  
**From:** School Calendar & Start Time Committee Representatives  
**Re:** Recommendations for the School Calendar

### **I. Introduction**

The School Calendar & Start Time Committee (see last page), composed of 24 members, including School Committee members, high school students, parents, educators, and administrators met four times from November to January. They divided into two subcommittees 1) School Calendar and 2) School Start Times.

The School Calendar Subcommittee examined the current school calendar for the Shrewsbury Public Schools and researched 18 other school districts' practices and developed surveys to solicit feedback from stakeholders (i.e., students, parents, staff) in order to make recommendations included in this report. These online surveys were conducted in December 2015, and responses were received from 1,364 parents, 390 staff, and 652 high school students.

The recommendations made by the School Calendar Subcommittee were vetted by the entire Calendar & Start Time Committee and represent the consensus of the full committee.

### **II. Purpose, Goals & Background**

#### **Purpose**

This committee was convened by the Superintendent of Schools to advise on whether the district would benefit from changes to the school year calendar or the scheduled start times of schools.

#### **Calendar Goals**

To examine the current school calendar for the Shrewsbury Public Schools, solicit feedback from stakeholders, research other school districts' practices, consider potential alternatives, and, given

constraints, make a recommendation for the most effective school calendar that meets a) the educational needs of students, b) the professional development needs of educators, and c) the various needs and preferences of families and staff.

## **Background**

A district committee reviewed the school calendar in 2005 in response to concerns regarding interruptions in the flow of the school calendar, especially in the fall, as well as the school year going deep into June when there were several snow cancellations. Based on this committee's recommendations, the School Committee adjusted the school calendar beginning with the 2006-2007 school year so that three previous days of no school due to some families' religious observations (the Jewish observances of Yom Kippur and Rosh Hashanah and the Christian observance of Good Friday) became days when school was in session. Other changes made by the School Committee (and where necessary negotiated with the teachers association), that were unrelated to the Calendar Committee's work included eliminating one of two parent conference days and shifting the types of professional development time.

Last year, based on the number of snow days Massachusetts school districts experienced, the topic of school calendars came up often in the media regarding how districts might avoid going late into June (although Shrewsbury's last day was June 17, many districts went to the very end of June). Some Shrewsbury parents contacted the School Committee asking that the calendar be reviewed, particularly regarding the inclusion of vacations in both February and April vs. a single vacation in March, as is the tradition in many private schools and in public schools elsewhere in the country. Additionally, some parents have inquired about not having school on various religious holidays, including the previous no school days of Yom Kippur, Rosh Hashanah, and Good Friday but also including others such as the Hindu holiday of Diwali and the Muslim holiday of Eid al-Fitr. As a result, the School Committee asked the Superintendent to convene a committee to examine this issue in advance of setting the 2016-2017 school calendar.

Factors that affect the construction of the calendar include:

- Massachusetts law requires public schools with grades 1-12 to be in session for 180 days. "Instructional time" must be at least 990 hours for secondary schools (high and middle) and at least 900 hours for elementary schools.
- The current contract between the School Committee and the Shrewsbury Education Association includes the following:
  - The first day for staff cannot be scheduled until the Monday prior to Labor Day, and the first day for students cannot be scheduled until the Tuesday prior to Labor Day
  - Non-student time in the teacher work year includes an opening day prior to the first day for students, one parent conference day PreK-8 that is also a professional development day for high school and special subject teachers; two full professional development days; and up to five early release days for professional development.

## **III. Findings & Recommendations**

### **School Start Date**

Three survey questions asked respondents to provide their preference for when to start the school year in order to be in session for the 180 required school days. An average of 69% of survey respondents across the three groups, regardless of when Labor Day falls in the calendar (e.g., early

or late), prefer to start the school year one week prior to Labor Day in order to have the school year end earlier in June.

<b><i>Public schools in Massachusetts must be in session for a minimum of 180 days. The earlier the school year starts, the less likely it is that the school year will run late into June (especially if there are multiple snow days), and vice versa. Please indicate your preference regarding the start and end of the school year.</i></b>	<b>Students</b>	<b>Staff</b>	<b>Parents</b>
I prefer to start the school year prior to Labor Day in order to have the school year end earlier in June	69%	80%	58%
I prefer to start after Labor Day and have the school year end later in June	17%	13%	30%
No preference	13%	7%	12%

Based on this data the Committee recommends to continue the current practice of the school district beginning the school year the week prior to Labor Day.

### **Religious Holidays, Wednesday before Thanksgiving, Christmas Eve Day**

This survey question asked respondents to weigh how important it is to *not have school in session* on specific religious holidays and the Wednesday before Thanksgiving and Christmas Eve day. The vast majority of responses rated the religious holidays, with the exception of Good Friday, as either neutral or not important to have included as “no school” days in the School Calendar. There were several comments regarding additional days that should be considered, such as the Chinese New Year and December 23rd.

<b><i>The State of Massachusetts requires public school districts observe the following legal holidays: Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, Christmas Day, New Year’s Day, M.L. King Day, Presidents Day, and Memorial Day. Outside of these days, please rate the importance of students having the days listed below as no-school days.</i></b>			
<b>% of respondents rating each religious holiday as <u>Very Important or Important</u></b>	<b>Students</b>	<b>Staff</b>	<b>Parents</b>
Yom Kippur	26%	7%	7%
Rosh Hashanah	27%	7%	6%

Diwali	29%	5%	17%
Eid al-Fitr	27%	4%	6%
Eid al-Adha	27%	4%	5%
Good Friday	64%	26%	28%

Based on this data the recommendation is to continue the current practice of having school in session on religious holidays. Based on comments, particularly from Shrewsbury High School students, it is recommended that the school district should take steps to increase the awareness of students, parents and staff about the various religious holidays celebrated by members of our school community, as well as the School Committee's policy for students who miss school for a religious observance.

The same survey question asked respondents to weigh how important it is to have not have school in session on the Wednesday before Thanksgiving and on Christmas Eve day. The majority of respondents (upwards of 90%) rated both the Wednesday before Thanksgiving and Christmas Eve day as either very important or important.

<b>% of respondents rating each holiday as <u>Very Important</u> or <u>Important</u></b>	Students	Staff	Parents
Wednesday before Thanksgiving	90%	87%	58%
Christmas Eve	96%	94%	85%

Based on this data the Committee recommends to continue the current practice of not having school in session on the Wednesday before Thanksgiving and Christmas Eve day.

### **School Vacations**

This survey question asked respondents to provide input in regard to modifying the traditional December, February, and April school vacation weeks. An average of 93% of respondents do not endorse modifying the December vacation. The significant majority of staff and students (70-80%+) do not want to modify February and April vacation breaks while parent respondents were more open to either shortening, eliminating, or combining these two weeks into one week in March, with approximately 50-60% indicating such.



<b><i>Which of the following traditional school vacation weeks would you be interested in modifying, if any?</i></b>			
<b>% of respondents preference of not modifying vacations</b>	Students	Staff	Parents
December vacation break	94%	98%	88%
February vacation break	79%	69%	41%
April vacation break	84%	77%	52%

The majority of comments in favor of eliminating the February and April vacations and adding a March vacation were related to an earlier last day of school in June, planning for childcare, and cost savings for families traveling.

The majority of comments opposed to eliminating the February and April vacations and adding a March vacation were related to logistical challenges of being an educator in Shrewsbury with children in another school district, or being an educator in another school district and residing in Shrewsbury, where child care and the ability for families to vacation together would be compromised if Shrewsbury followed a different vacation schedule than virtually all other Massachusetts public school districts. The subcommittee's research of 18 neighboring school districts did not find another community among the 18 that had a March break.

Modifying the calendar to have one weeklong March vacation instead of the February and April vacations would have a limited impact on how far the calendar would stretch into June. A total of eight days would be saved by eliminating the February and April vacation weeks (a state holiday occurs in each of the vacation weeks, Presidents' Day and \*Patriots' Day, respectively). Adding five days back for a March vacation would ultimately yield a net reduction of three days at the end of the year in June.

Based on the overall survey data and comments, the number of days actually saved by combining the April and February vacations into a single vacation in March, and research of other nearby communities, the committee recommends to continue the current practice of having three school vacations in December, February and April. In sum, the Committee does not find that there is a compelling rationale to change the traditional vacation schedule.

*\*Patriots' Day is a legal holiday in Massachusetts*

### **Parent-Teacher Conferences**

Two survey questions asked respondents of PK-8 students how important it is for parent-teacher conferences to be scheduled at a time when school is not in session and for their preference for when

parent-teacher conferences should be scheduled. Responses to both questions were relatively widespread across all groups.

<b><i>How important is it for there to be scheduled parent/teacher conferences at a time when school is not in session?</i></b>	Staff	Parents
Very Important	32%	19%
Important	16%	21%
Not Important	27%	30%
No Preference	25%	30%

<b><i>What is your preference for when parent/teacher conferences should be scheduled?</i></b>		
<b>% of respondents rating as <u>Highly Preferred</u> or <u>Preferred</u></b>	Staff	Parents
During school hours by appointment when teachers are available	35%	44%
On a day when there is no school scheduled for students	49%	34%
On an early release day	38%	33%
Maintain the current practice of having PreK-8 parent conferences on a no school day for students on Election Day in November	63%	50%

The majority of comments from parents were related to scheduling parent-teacher conferences in the evening and/or during times that are more convenient for working parents. Other themes from the comments indicated that parents would like more than one parent-teacher conference during the school year and that November is too early to hold the only parent-teacher conference.

Based on data from these survey questions and comments the Committee recommends that Election Day remain a day when school is not in session and dedicated to PreK-8 parent-teacher conferences, and that the district further explore alternative options for parent-teacher conferences. The district may want to consider an additional, future survey seeking input from parents and staff regarding parent-teacher conferences.

## **Professional Development**

The Committee was charged with gathering data to make a recommendation for the School Calendar relative to professional development for educators. The 2015-2016 school year calendar includes two full days of professional development, the Fridays before Labor Day and Columbus Day, and five early release days on Tuesday afternoons, which are aligned with days that educators stay an additional hour beyond the normal workday. School is not in session for students during professional development.

<b><i>Shrewsbury educators are currently required to participate in two full days of professional development. What is your preference for when these days should be scheduled?</i></b>			
<b>% of respondents rating as <u>Highly Preferred or Preferred</u></b>	Students	Staff	Parents
One or more prior to the first student day of school	17%	36%	43%
On the Friday prior to Labor Day weekend after the school year has begun (same as this year)	60%	63%	56%
On the Friday prior to Columbus Day weekend (same as this year)	65%	68%	64%
On the Friday prior to Martin Luther King Day weekend	56%	46%	45%
One or more attached to a full school vacation week	48%	16%	39%

Based on this data, regarding the current allotment of two *full* professional development days, the Committee recommends that the district maintain the practice of holding the full professional development days on the Fridays before Labor Day and Columbus Day.

***Shrewsbury educators are currently required to participate in five early release days for professional development. What is your preference for when these early release days should be scheduled? (Note: The current practice of early release days on Tuesdays aligns with days that educators stay an additional hour beyond the normal end of a workday, which allows for longer professional development sessions to help meet state mandates for continuing education required to maintain educators' licenses.)***

<b>% of respondents rating as <u>Highly Preferred or Preferred</u></b>	Students	Staff	Parents
Monday afternoons, no more than once per month	31%	8%	13%
Tuesday afternoons, no more than once per month (current practice)	36%	69%	37%
Wednesday afternoons, no more than once per month	30%	9%	10%
Thursday afternoons, no more than once per month	23%	9%	8%
Friday afternoons, no more than once per month	70%	21%	49%

The Committee carefully considered and discussed the strong preference of students and parents for holding professional development for educators on Friday afternoons. While the Committee understands that this might be the most convenient time for students and parents it does not endorse holding professional development on Friday afternoons because, like other industries with traditional Monday-Friday workweeks, the efficacy of holding training on Friday afternoons is poor. The goal of professional development is to engage educators in high-quality training that will have a positive impact on student learning.

Based on survey data and comments and efficacy of scheduling professional training, the Committee recommends that the district continue with the current practice of scheduling early release days for professional development on Tuesday afternoons, aligned with the Tuesday afternoons educators work an additional hour beyond the normal workday in order to provide sufficient time for this work.

#### **IV. Conclusion**

Although there are not significant changes recommended relative to the school district calendar, the Committee would like to emphasize that the recommendations to maintain current practices reaffirm the significant changes made to the school year calendar in 2005, particularly reaffirming the change in practice made at that time to have school in session on religious holidays. This recommendation is what the Committee believes is, given the constraints involved, the most effective calendar for meeting the needs of students, professional development needs of educators, and the various needs and preferences of families and staff.

The School Start Time Subcommittee will continue its work to examine the current configuration of school start times of the Shrewsbury Public Schools and research other school districts' practices and recent research from the medical field.

The Committee would like to thank all of the stakeholders for providing input for consideration.

*This report was authored by Committee members Mike Albertson (Parent) and Lisa Robinson (Director of Preschool Programs).*



## Shrewsbury Public Schools

### School Calendar & Start Time Committee Membership

Joe Sawyer	Superintendent	District
Sandy Fryc	School Committee	District
Dale Magee	School Committee	District
Lisa Robinson	Administrator	Preschool/Elementary
Jane Lizotte	Administrator	Lower Middle School
Anne Koertge	Administrator	Upper Middle School
Todd Bazydlo	Administrator	High School
Colleen Kalagher	Teacher	Elementary School
Melissa McCann	Teacher/Curriculum	Middle School
Jenn DiFrancesca	Teacher/Dept. Director	High School
Mindy Moynihan	Teacher	High School
Amy Firlings	Paraprofessional	Preschool
Lisa Montigny	Paraprofessional	Elementary School
Jared Godek	Student	High School
Daniel Green	Student	High School
Sophia Marshall	Student	High School
Vikram Pathalam	Student	High School
AnnMarie DeAngelis	Parent	Elementary & Middle School
Lynsey Heffernan	Parent	Preschool & Elementary
Joe Burdo	Parent	Elementary
Denise Wall	Parent	High School
Sumathi Narayanan	Parent	Middle & High School
Mike Albertson	Parent	Elementary, Middle & High School
AnneMarie Bird	Parent	Middle School
Hatem Tolba	Parent	High School



**SHREWSBURY PUBLIC SCHOOLS**  
School Committee Meeting



ITEM NO: **IV. Time Scheduled Appointment**

MEETING DATE: **1/20/16**

**B. Calendar for 2016-2017 School Year: Recommendation**

**SPECIFIC STATEMENT OR QUESTION:**

Will the School Committee review the recommended calendar for the 2016-2017 school year?

**BACKGROUND INFORMATION:**

1. The enclosed draft calendar is based upon the recommendations of the Calendar Committee (see previous agenda item).
2. Dr. Sawyer will summarize the proposed calendar and answer any questions the Committee may have.
3. The draft calendar will be posted for public comment in advance of a requested vote at the Committee's meeting on February 3.

**ACTION RECOMMENDED:**

That the School Committee hear the report and take whatever steps it deems necessary in the interests of the Shrewsbury Public Schools.

**STAFF AVAILABLE FOR PRESENTATION:**

Dr. Joseph M. Sawyer, Superintendent of Schools

# Shrewsbury Public Schools 2016-2017 School Year Calendar

**DRAFT**

AUG/SEP 22 Days				
M	T	W	T	F
22	23	24	25	26
29	30	31	1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

OCTOBER 19 Days				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

NOVEMBER 17 Days				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

DECEMBER 17 Days				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

JANUARY 20 Days				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

## August/September

8/25 & 26 New Teachers' Orientation  
 8/29 Opening Program for Staff  
 8/30 Students Return/Full Day  
 9/2 Professional Development/No School  
 9/5 Labor Day/No School

## October

10/7 Professional Development/No School  
 10/10 Columbus Day/No School

## November

11/8 Election Day/Pre-K-8 Conference Day/No School  
 11/11 Veterans Day/No School  
 11/23 - 25 Thanksgiving Vacation

## December

12/6 Professional Development/Early Release  
 12/26 – 12-30 December Vacation

## January

1/2 New Year's Day (Observed)  
 1/16 M.L. King Day/No School

## February

2/7 Professional Development/Early Release  
 2/20 Presidents Day/No School  
 2/21 - 2/24 Winter Vacation

## March

3/7 Professional Development/Early Release

## April

4/4 Professional Development/Early Release  
 4/17 Patriots Day/No School  
 4/18 - 21 Spring Vacation

## May

5/2 Professional Development/Early Release  
 5/26 Last Day for Seniors  
 5/29 Memorial Day/No School

## June

6/1 Graduation Day  
 6/12 Last Day for Kindergarten & Preschool  
 6/14 Last Day/Half Day for Students

February 15 Days				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28			

MARCH 23 Days				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

APRIL 15 Days				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

MAY 22 Days				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

JUNE 10 Days				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

0 snow days = 6/14 last day  
 1 snow day = 6/15 last day  
 2 snow days = 6/16 last day  
 3 snow days = 6/19 last day  
 4 snow days = 6/20 last day  
 5 snow days = 6/21 last day

🍏Pre-K-8 Parent Conference Day: 11/8/16





**SHREWSBURY PUBLIC SCHOOLS**  
School Committee Meeting



ITEM NO: **V. Curriculum**

MEETING DATE: **1/20/16**

**A. SHS Program of Studies: Recommended Changes**

**SPECIFIC STATEMENT OR QUESTION:**

Will the School Committee hear a presentation on the recommended changes to the Shrewsbury High School Program of Studies?

**BACKGROUND INFORMATION:**

1. Each year, the high school leadership team makes recommendations for adjustments to the course offerings based on a variety of factors.
2. Mr. Bazydlo, Ms. Monopoli, and Ms. Trombley will highlight the proposed changes. The School Committee will be asked to approve these changes at its meeting on February 3, 2016.
3. The proposed changes are articulated in the enclosed memo. A draft of the entire SHS Program of Studies will be provided under separate cover.

**ACTION RECOMMENDED:**

That the School Committee accept the report and take whatever steps it deems necessary in the interests of the Shrewsbury Public Schools.

**STAFF & STUDENTS AVAILABLE FOR PRESENTATION:**

Mr. Todd Bazydlo, Principal, Shrewsbury High School  
Ms. Maureen Monopoli, Assistant Principal, Shrewsbury High School  
Ms. Liza Trombley, Director of English, Shrewsbury High School

Shrewsbury High School  
64 Holden Street  
Shrewsbury, Massachusetts 01545  
*Office of the Principal*



## Memorandum

To: Dr. Joseph Sawyer  
From: Todd Bazydlo  
Date: January 13, 2016  
Re: Proposed Changes to the 2016-2017 HS Program of Studies

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I am pleased to present, for the consideration of the Shrewsbury School Committee, proposed changes, additions, and deletions to the *Program of Studies* for the 2016-17 school year. What you will find in this memorandum represents the collaborative work of the Shrewsbury High School Leadership Team. The vast majority of the proposed changes are designed to refine the overall academic program for our students. Thank you for your consideration and support.

### *Proposed Changes*

#### *English*

1. Revision to English 12 offerings: *English 12*. The course description is as follows:  
Twelfth grade English is a college preparatory course that focuses on elements of British Literature as well as high interest texts from the Americas and beyond. Literature is analyzed through many lenses, allowing teachers to highlight their areas of expertise, interest, and past teaching experiences. Students are afforded a wide array of focused instruction, and are exposed to literature, (and related writings, art pieces, journalism and film), focused on the humanities, social issues, women's studies, and drama, to name a few. The curriculum includes the literary analysis of either Shakespeare's *Macbeth* or *Hamlet*, among other typically anthologized works; it also includes more contemporary pieces. The interpretive aspects of symbolism, theme, figurative language, and style are emphasized. Students are encouraged to make connections to their own lives and the world they live in today. In writing, students produce progressively longer and more sophisticated expository writing, with explicit instruction around transitions, tone, and rhetorical strategies such as repetition, understatement, and syntactical variation. Work on the research paper and research project is continued. During the first semester, the personal narrative is an area of focus. Vocabulary study continues, and the study of grammar culminates with a unit on usage.

**Rationale:** As this is the most significant change to the Shrewsbury High School Program of Studies, it warrants further explanation within this memo. Additionally, Director of English, Liza Trombley, and I are happy to discuss this change in detail with the Committee at the January 20<sup>th</sup> meeting.

At Shrewsbury High School, we strive to maximize our students' opportunities and provide as much flexibility in scheduling as possible. This is especially important in the

#### Shrewsbury High School Mission Statement

The Shrewsbury High School community provides challenging, diverse learning opportunities; promotes creativity and independent thinking; and empowers students to become capable, caring, active contributors to the world in which they live.

senior year. The elimination of the focused literary offerings in English 12 will remove a student's ability to make a choice about a specialized area of study, however, this change will not do away with student access to a robust and challenging English curriculum in their senior year. The change in offerings will provide more breadth to the coursework, and will allow teachers to focus on multiple areas of interest and increase the variety in methods of instruction. Outside of the English department, students will have increased opportunity to take electives, as their schedules will not be constrained by the singleton offerings of the English senior electives. Additionally, more students will have the opportunity to afford themselves of the general English elective offerings of Creative Writing and Introduction to World Mythology.

The elimination of the focused literary offerings in grade 12 allows for the English department to help balance class sizes, which currently range from 15 to 28 students. This is especially important as the incoming class of 2020 is projected to increase our student population by approximately 80 students. This net gain will require an additional four sections of grade 9 English. The preliminary budget projection dictates that the English department will not receive an increase in FTE, and as such we are projecting the need to allocate those sections gained from the revamping of English 12 to English 9 to account for increased enrollment. The School Committee recommendation for class sizes is one of our guiding principles when making decisions about allocation of FTE; keeping class sizes as small as possible is essential in grade 9, as this is where students acquire foundational skills, such as writing, to help ensure their success in all academic areas.

### ***Social Sciences***

1. Add a new course: *The World at War*. The semester long course description is as follows: This course will provide students an opportunity to investigate the causes, courses and consequences of World War I and World War II. The course will focus not only on the events of the wars but also on the governments, economies, and societies of Europe that created and were created by these global conflicts. Class discussions, guest speakers and research will provide students the opportunity to explore and analyze developments in Europe during the 20<sup>th</sup> Century. Throughout the semester, students will connect the content of the course to current events. Students will continue to develop their skills as critical thinkers when analyzing evidence, issues and arguments. Students seeking honors credit must execute a written agreement with the teacher for additional independent assignments/ assessments.

### ***Mathematics***

1. Add a new course: *Advanced Math II Topics*. The yearlong course description is as follows: This senior mathematics course is meant for students who are considering attending QCC, but this is not a requirement. The course will be based on a curriculum outlined by Quinsigamond Community College. The midyear and final exam will be developed by the QCC Mathematics Department but administered at Shrewsbury High School. Topics of study will include: Algebraic Reasoning, Linear Equations, and Inequalities, Problem Solving, Systems of Equations, Operations with Exponents and Polynomials, Factoring Polynomials, Rational

Expressions and Equations, Roots and Radicals and Quadratic Equations. The topics of study will include: Algebraic Reasoning, Linear Equations, and Inequalities, Problem Solving, Systems of Equations, Operations with Exponents and Polynomials, Factoring Polynomials, Rational Expressions and Equations, Roots and Radicals and Quadratic Equations. All juniors who register for this course will be administered an Accuplacer test in the spring prior to their senior year.

### **Health**

1. Minor language changes to *Health 9: Wellness* The changed course description is: The Wellness course is a graduation requirement for all freshmen. Emphasis is placed on analyzing influences, decision-making, and advocacy The core content includes: mental/emotional health, bullying prevention, reproduction/sexuality education/healthy relationships, and substance abuse prevention. This course meets for 3 days during the 7-day rotation.
2. Minor language changes to *Health 10: Healthy Living*. The changed course description is: The Healthy Living course is a graduation requirement for all sophomores. This course allows students to continue to develop their understanding of healthy habits and how to avoid high-risk behaviors. Emphasis is placed on analyzing influences, self-management, goal setting, and advocacy. Areas of concentration include nutrition, and healthy diets, medicines/supplements use, misuse and abuse, bullying prevention, and first aid/CPR/AED training. This course meets for 3 days during the 7-day rotation.
3. Minor Language changes for *Health 11: Lifelong Health*. The changed course description is: The Lifelong Health course is a graduation requirement for all juniors. Emphasis is placed on accessing information interpersonal communication, and advocacy through class discussions, research, audiovisual presentations, lectures, and projects. Areas of concentration include disease prevention, bullying prevention, and lifelong health skills. This is a course designed for older students preparing to enter the next stage in their life beyond high school. This course meets for 3 days during the 7-day rotation.

### **Physical Education**

1. Minor adjustments in *Team I* and *Team II* activities. The changes in activities are:

*Team I*- The Team Sports strand includes the following activities: Icebreakers, Lacrosse, Field Hockey, Floor Hockey, Multicultural Games, Volleyball

*The Team II* strand for the 2016-2017 school year includes Icebreakers, Flag Football, Soccer, Team Handball, and Basketball

### **Family and Consumer Sciences Department**

1. *Foods of the World* will be offered during the 2016-2017 school year, while *Mediterranean Cuisine* will not be offered during the 2016-2017 school year.

### ***Performing Arts***

1. Add a new course: *Voice in Acting*. The semester long course description is as follows: This class is an exploration of the student's voice. The main focus of the class is the learning of voice work as a preparation for performance (musical, theatrical, or class presentation) – a series of exercises designed to liberate the speaking voice from habitual psychophysical tension and develop vocal range, stamina, clarity, power and sensitivity to impulse. Work will include discovery of sound in the body, awareness and opening of the channel (jaw, tongue, and soft palate), exploration of resonance, vocal freedom and range, isolating and strengthening resonating chambers and articulation exercises. Group and individual exercises designed to stimulate and develop the imagination, physical and sensory awareness, creativity and capacity for ensemble work will be practiced as a basis for vocal presence. Text work will include a monologue from a published play, poetry or a published musical theatre solo.

### ***Visual Arts***

1. Minor language changes to *Studio III: Honors Portfolio*. The course description is as follows: Students focus on the concentration aspect of the AP Portfolio through a series of mini themed pieces. Students must be able to work independently at a demanding pace to meet deadlines preparing themselves to work outside of scheduled class time. Individual style, originality and expertise in media use are stressed. Students are evaluated using and the school-wide common and Advanced Placement rubrics. Students are NOT required to submit an AP Portfolio. Student work will be prepared for exhibit at the SHS Art Festival in the spring. In preparation for this course, *summer assignments are required*.

### ***Science***

1. Add new language to identify co-requisite *Honors Algebra & Geometry II* for *Biology Honors*. The co-requisite and course description is as follows: For Grade 9 students: Co-requisite = *Honors Algebra & Geometry II*. For grades 10-11 students: prerequisite = teacher recommendation and past academic performance. *Honors Biology* is a course designed for students who demonstrate high academic achievement and motivation in science and mathematics. Students will be expected to complete a significant amount of reading and writing assignments, as well as quantitative and qualitative analysis of laboratory work. Topics emphasized include ecology, chemistry of life, cell structure and function, genetics, evolution and biodiversity, as well as selected topics in anatomy and physiology. An independent or team research project will be completed. This course is considered a lab science.
2. Add new language to identify co-requisite for the *Introductory Physics Honors*. The co-requisite is as follows: This course is for students who are recommended for an Honors level science course in grade 9, but will not be concurrently enrolled in *Honors Algebra & Geometry II* (or a higher level math course).
3. Minor Course Title adjustment from *AP Physics* to *AP Physics I*. The course title adjustment reflects the change in title of the course by the College Board.

4. Add new language changing eliminating *Honors Introductory Physics* as a prerequisite for *AP Physics 1*. The modified course prerequisite is as follows: Prerequisite: *Honors Physics* or *AP Chemistry*, *Honors Advanced Math I* and teacher recommendation.
5. *Physics Honors* Prerequisite: *Honors Advanced Math I* OR Co-requisite: *Honors Pre-Calculus* (or higher honors math course) and teacher recommendation.
6. *Research Methods Biology*. Add co-requisite *Research Methods Honors Algebra and Geometry II*. Change of course description is as follows: Students will be required to complete a yearlong, independent research project in the field of science and/or math under the guidance of their teachers. Students who sign up for this course must also sign up for Research Methods & Honors Algebra and Geometry II. This course involves the same curriculum content as Honors Biology with an added emphasis on integrating concepts from Honors Algebra and Geometry II with scientific data developed in and out of the classroom. Note: this course meets for an extra period two days out of the 7-day cycle during 1<sup>st</sup> semester. This course is considered a lab science.
7. *Chemistry Honors*. Add co-requisite For grade 10 students: prerequisite = *Honors Algebra/Geometry II* or enrollment in *Honors Advanced Math 1* (or higher), and teacher recommendation. For grade 11-12 students: Prerequisite = *Honors Adv. Math 1* or enrollment in *Honors Pre-Calc* (or higher).
8. *Research Methods in Chemistry*. Minor language to address project requirement and lab time. The course description is as follows: Students will be required to complete a yearlong research project in the fields of science, engineering or math under the guidance of their teachers. Students who sign up for this course must also sign up for Research Methods & Honors Advanced Math I. This course covers the same content as Honors Chemistry. Note: this course meets for an extra period two days out of the 7-day cycle during 1<sup>st</sup> semester.. This course is considered a lab

### **Engineering**

1. Engineering program description change to accurately reflect the shift from implementing *Project Lead the Way* curriculum to having established offerings. The Engineering program description is as follows: The Engineering Department offers three courses from the national Project Lead the Way curriculum. These courses offer a rigorous introduction to, and exploration of, the field of engineering.



**SHREWSBURY PUBLIC SCHOOLS**  
School Committee Meeting



ITEM NO: **VI. Policy**

MEETING DATE: **1/20/16**

SPECIFIC STATEMENT OR QUESTION:

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS**  
School Committee Meeting



ITEM NO: **VII. Finance & Operations**

MEETING DATE: **1/20/16**

**A. Fiscal Year 2017 Budget: Superintendent's Recommendation**

**SPECIFIC STATEMENT OR QUESTION:**

Will the School Committee hear Superintendent's Recommendation regarding the Fiscal Year 2017 Budget?

**BACKGROUND INFORMATION:**

1. Dr. Sawyer and Mr. Collins will present the administrative recommendation for the FY 17 Budget.
2. Details of the budget recommendation are being provided under separate cover.

**ACTION RECOMMENDED:**

That the School Committee hear the presentation and discuss the Superintendent's Fiscal Year 2017 budget recommendation.

**STAFF AVAILABLE FOR PRESENTATION:**

Dr. Joseph M. Sawyer, Superintendent of Schools  
Mr. Patrick C. Collins, Assistant Superintendent for Finance and Operations





**SHREWSBURY PUBLIC SCHOOLS**  
School Committee Meeting



ITEM NO: **VIII. Old Business**

MEETING DATE: **1/20/16**

SPECIFIC STATEMENT OR QUESTION:

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

MEMBERS/STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS**  
School Committee Meeting



ITEM NO: **IX. New Business**

SPECIFIC STATEMENT OR QUESTION:

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS**  
School Committee Meeting



ITEM NO: **X.**    **Approval of Minutes**

MEETING DATE:    **1/20/16**

**SPECIFIC STATEMENT OR QUESTION:**

Will the School Committee approve the minutes of the School Committee meetings on December 2, 2015 and December 16, 2015?

**BACKGROUND INFORMATION:**

1. The minutes are enclosed.

**ACTION RECOMMENDED:**

That the School Committee approve the amended minutes of the School Committee meetings on December 2, 2015 and December 16, 2015.

**STAFF AVAILABLE FOR PRESENTATION:**

Mr. John Samia, Chairperson  
Ms. Erin Canzano, Secretary

**SHREWSBURY PUBLIC SCHOOLS  
100 MAPLE AVENUE  
SHREWSBURY, MASSACHUSETTS**

**MINUTES OF SCHOOL COMMITTEE MEETING**

**WEDNESDAY, DECEMBER 2, 2015**

Mr. John Samia, Chairperson; Ms. Sandy Fryc, Vice Chairperson; Ms. Erin Canzano, Secretary; Dr. B. Dale Magee, and Mr. Jon Wensky; Dr. Joseph Sawyer, Superintendent of the Shrewsbury Public Schools; Ms. Barbara Malone, Director of Human Resources; Mr. Patrick Collins, Assistant Superintendent for Finance and Operations

Absent: Ms. Mary Beth Banios, Assistant Superintendent

The meeting was convened at 7:00 pm by Mr. Samia.

**I. Public Participation**

None

**II. Chairperson's Report and Members' Reports**

None

**III. Superintendent's Report**

Dr. Sawyer thanked all the students and families for their contributions during the Thanksgiving food drives. He also thanked both those who participated in the Colonial Fund Giving Tuesday drive, and the Shrewsbury Federal Credit Union who not only stepped forward as our first ever Innovation Partner by donating \$5,000 but also promised to match another \$5,000 in community donations. Dr. Sawyer acknowledged the hard work and talent of Michelle Biscotti and Kathleen Keohane, Coordinators of Development and Volunteer Services, who were instrumental in developing this opportunity to bring funding to the Colonial Fund for the purpose of providing innovative educational opportunities. Next, Dr. Sawyer announced that he had the pleasure of attending a basketball home game of the unified sports (a program under the auspices of the Special Olympics involving students with and without disabilities) along with a huge crowd of supporters. He noted the amazing attitude from the audience and gave a special thank you to community member Mr. Andy McIsaacson for his efforts to raise funds for this program. Finally, he announced that the fall issue of the Shrewsbury School Journal was mailed to the community. He spoke briefly about the purpose of the Journal and the various articles contained in the fall edition.

**IV. Time Scheduled Appointments**

**A. SHS Student Advisory Committee: Report**

Dr. Sawyer briefly explained that under the Massachusetts Education Reform Act, school districts are required to have a Student Advisory Committee (SAC) consisting of high school students who are elected by the student body. The SAC is required to meet with the School Committee during the year to review various issues of concern to the student body. He said that Mr. Jon Wensky is the School Committee liaison to the SAC for the 2015-2016 school year. SAC members Lindsay Mahowald, Class of 2015; Hari Kumar, Class of 2016; Vikram Pathalam, Class of 2017; Benjamin George, Class of 2018 and Maya McCollum, Class of 2018 presented the report to the School Committee. SAC members shared

information and recent updates on SHS events.

Highlights of the presentation included technology at SHS, specifically the work of the Student Innovation Teams (SIT) regarding the quantity of requests for support and the types of issues they have been asked to address. They also spoke about a student survey that was administered to get feedback on the 1:1 technology program. Other topics the Committee reported on were the change in format for the annual Town Meeting, the Hour of Code and the numerous events happening at the high school including fundraisers, and the Unified Team basketball game.

Committee members asked SAC a variety of questions that focused on how they are addressing the feedback from the iPad survey, and how students were informed of the Unified Team games and how they were encouraged to attend. The Advisory Committee also addressed the questions of how technology has improved collaboration and communication between students, as well as how various apps have enhanced learning.

Dr. Sawyer and Committee members thanked the SAC students for presenting at the meeting.

## **V. Curriculum**

### **A. Special Education & Pupil Personnel Services: Report**

Ms. Melissa Maguire presented the annual report that covered details of topics such as required laws and regulations, student eligibility for services, learning opportunities, programs and services available at the various schools/levels, transition skills, the Unified Basketball team, behavior data, the roll out of the Check and Reflect program, related services and the community support services available. Ms. Maguire ended her presentation with a list of district accomplishments and challenges.

Committee members asked numerous clarifying questions regarding the limited number of qualified teaching candidates, how technology has enhanced learning, and reasons for the increase in the drop out rate. Ms. Maguire explained that the shortage of candidates is due to increased demands and increased requirements for staff with specialized licenses. She also shared that technology has positively affected student learning and students have made measurable progress. Regarding the drop out rate, Ms Maguire stated that mental health issues are the major cause of students dropping out.

Dr. Sawyer and the Committee members thanked Ms. Maguire and commended her for an excellent report and her passion for the job.

## **VI. Policy**

### **A. Updated Policy on Substitute Teachers: Second Reading & Vote**

Mr. Wensky reported that no feedback had been received regarding the updates to policy 314 on substitute teaching. He reminded the Committee that this particular amendment had not been updated since 2002 and noted that amendments would pertain to item number one, which addresses degree requirements; number two, which addresses certification requirements by DESE; and number five, which addresses the provision of information.

On a motion by Dr. Magee, seconded by Mr. Wensky, the School Committee voted unanimously to approve the amended School Committee Policy #314.

## **VII. Finance and Operations**

### **A. Emergency Response Protocol Report**

Mr. Patrick Collins, Assistant Superintendent for Finance and Operations and Mr. Steve Rocco, Transportation, Safety & Security Coordinator provided a brief overview of the Standard Response

Protocol (SRP) program that the district is considering for enhancing the existing safety practices currently in place. Mr. Collins explained that this program is supported by the chief of police and fire chief. He also noted that the plan is to begin training staff in the spring. Highlights of the presentation provided by Mr. Rocco included the reference poster that would be placed in all classrooms and explained that it is a quick guide with reviews of the four recommended procedures. Mr. Rocco stated that these four steps with specific instructions for both staff and students include: 1) Lockout, 2) Lockdown, 3) Evacuate, and 4) Shelter. Mr. Collins explained their next steps since creating and sharing an instructional podcast through Schoology would be preparation of print materials, training for school level crisis management teams and planning with the SEA for the full-length training in March. After that they would send home parent resources and eventually practice specific procedures with students.

Committee members asked some clarifying questions such as how this protocol differs from the current plan and how to address student issues/concerns when practicing this type of procedure with the students. Committee members and administration also discussed the ways in which existing technology in classrooms can be leveraged during a crisis and ways to prevent misuse.

Dr. Sawyer explained that Mr. Collins and Mr. Rocco would continue to update the Committee as they worked through the implementation process.

#### **B. Student Enrollment Projections Report**

Mr. Collins presented information on projected and historic student enrollment data. He highlighted methods in which this information is gathered and a comparison of New England School Development Council's (NESDEC) projected numbers to the Town Managers projections for overall numbers and grade span segments. Mr. Collins also shared historical enrollment statistics and comparisons from NESDEC. He concluded his presentation with a summary of expected enrollment and class sizes for the 2016-17 school year. He also explained that this information would be shared with the Massachusetts School Building Authority (MSBA) relative to the district's request to be accepted in the eligibility period for the replacement of Beal Early Childhood Center.

Committee members asked questions about overall space availability within the district, and the impact of additional proposed housing within Shrewsbury.

#### **VIII. Old Business**

None

#### **IX. New Business**

None

#### **X. Approval of Minutes: Vote**

None

#### **XI. Executive Session**

Mr. Samia requested a motion to adjourn to executive session for the purpose of reviewing and acting upon a student residency issues, where deliberation in an open meeting may have a detrimental effect on the bargaining position of the public body. On a motion by Dr. Magee, seconded by Mr. Wensky, on a

roll call vote: Dr. Magee, yes; Mr. Wensky, yes; Ms. Canzano, yes; Ms. Fryc, yes; Mr. Samia, yes; the School Committee voted to adjourn to executive session at 9:09 PM.

## **XII. Information Enclosures**

None

## **XIII. Adjournment**

Mr. Samia requested a motion to adjourn the School Committee meeting for December 2, 2015. On a motion by Dr. Magee, seconded by Mr. Wensky, the meeting was adjourned at 9:19 PM. On a roll call vote: Dr. Magee, yes; Ms. Canzano, yes; Ms. Fryc, yes; Mr. Samia, yes.

Respectfully submitted  
Kimberlee Cantin, Clerk

### **Documents referenced:**

1. Special Education & Pupil Personnel Services Report and Slide Presentation
2. Proposed Updates to Policy #314 on Substitute Teachers
3. Emergency Response Protocol Report and Slide Presentation
4. Student Enrollment Projections Report and Slide Presentation

**SHREWSBURY PUBLIC SCHOOLS  
100 MAPLE AVENUE  
SHREWSBURY, MASSACHUSETTS**

**MINUTES OF SCHOOL COMMITTEE MEETING**

**WEDNESDAY, DECEMBER 16, 2015**

Mr. John Samia, Chairperson; Ms. Sandy Fryc, Vice Chairperson; Ms. Erin Canzano, Secretary; Dr. B. Dale Magee, and Mr. Jon Wensky; Dr. Joseph Sawyer, Superintendent of the Shrewsbury Public Schools; Ms. Mary Beth Banios, Assistant Superintendent; Ms. Barbara Malone, Director of Human Resources; Mr. Patrick Collins, Assistant Superintendent for Finance and Operations

The meeting was convened at 7:00 pm by Mr. Samia.

**I. Public Participation**

None

**II. Chairperson's Report and Members' Reports**

Mr. Wensky mentioned that he had the opportunity to attend the 8th grade holiday concert and he commended the students and parents for their commitment to the program. He also congratulated Mr. Ugliarolo, Mr. Clark and Ms. LeBoeuf for their great work.

**III. Superintendent's Report**

Dr. Sawyer shared that he also attended the 8th grade concert. He also attended a high school concert held during the previous week. He stated that he was impressed with all the performances and commended the performing arts staff for the quality of work they are doing.

Next, he mentioned that he attended an outstanding performance of the musical "Tom Sawyer" by the students and staff at Sherwood Middle School. He also attended a middle school Lego Robotics tournament, organized and hosted by both the high school and Sherwood's Lego Robotics program members and parents, where more than 40 teams were present to compete.

Next, Dr. Sawyer announced that the Shrewsbury Alumni Association had selected six educators as grant award recipients and their names have been posted on the Association's website for review. Finally, he announced that the following individuals were selected to receive the John P. Collins Awards for Excellence sponsored by the Shrewsbury Education Foundation: Mary Beth Banios, Greg Nevader, Ann Marie Lockwood, Cathy Shaw, Susan Conley, Michael Lapomardo, Brian Liporto, Elin Dolen, and Litza Rivera.

**IV. Time Scheduled Appointments**

None

**V. Curriculum**

**A. Elementary Level Mathematics: Report**

Ms. Lisa Papazian, Instructional Coach/Curriculum Coordinator at Paton School and Ms. Susan Conley, Instructional Coach/Curriculum Coordinator at Coolidge School presented a report on grades K-4 mathematics problem solving and reasoning. Their presentation included detailed information and



samples of student work illustrating ways in which teachers are helping students to develop problem solving and reasoning skills. The presentation provided examples at each of the grade levels and highlighted student strengths and teaching points. Examples of the various strategies students are using to reason and applying deep thinking were provided to show how they advance through the grade levels. Ms. Papazian and Ms. Conley also provide the rubric used throughout the district to assess progress.

Committee members asked questions related to bar modeling and visual learning in regards to helping students succeed, the use of “real world” math problems, and at what grade various strategies and modeling begins. They also inquired about the types of collaboration occurring, such as student-to-student engagement and to teacher-to-student engagement.

### **B. Middle Level Mathematics: Student Presentation & Report**

Ms. Melissa McCann, the middle level mathematics Curriculum Coordinator, Ms. Jennifer Dufault, Grade 8 math teacher at Oak Middle School and Grade 8 students, Nihal Chaudry, Rishika Sai and Lauren Tocman made a presentation on mathematics at the middle level (grades 5-8). They explained that communication is a key component at the middle level. They shared a communication rubric and a checklist developed by teachers at the middle level for students to evaluate their work. They also shared examples of the types of problems that students are using to reach an understanding of the concepts, which included modeling, reasoning through writing/illustrations and the use of iPads to solve the assignment as well as communicate strategies to other students.

Committee members asked questions related to the use of videos/technology to demonstrate their problem solving strategies and what steps students take if they are having difficulty. Committee members and Dr. Sawyer commended the students on their presentation.

### **C. SHS Mathematics: Student Presentation & Report**

Mr. Peter Collins, SHS Mathematics teacher, along with Andrew Freeman and Rebecca McBrayer, SHS students, gave a presentation on a new class, Mathematics Modeling, taught by Mr. Collins. They provided an overview of the course, which is a college level course that requires prior or concurrent Advanced Placement calculus, and its requirements, including what makes this course different from a typical high school mathematics course. They explained that the problems they work on are connected to real world scenarios, and they typically don’t have a road map or one right answer. The goal is to develop numerous solutions and share their results to compare strengths and weaknesses of each.

The students also presented information on the High School Mathematics Competition on Modeling (HiMCM) that they participated in earlier this year. They noted that over 700 schools participated in the competition. Their methods for finding solutions included analyzing data, research on the specific topic, and creating metrics for comparison. The end result was to create a written document that included the suggested guidelines and explained how they went through the process during the 36-hour period that was allotted to all teams.

Committee members asked questions regarding the management of time and the type of involvement that participants had. Dr. Sawyer asked the students to provide feedback on what interested them in the course and any recommendations they could offer for other students who might be considering this as an alternative. He also asked them to talk about the software that was purchased for this class. Committee members and Dr. Sawyer commended Mr. Collins and the students on their talent, passion and extremely informative presentation.

#### **D. Discussion of Mathematics Curriculum**

Ms. Banios recognized the mathematics administration and faculty for their level of commitment and their collaboration. Committee members noted their satisfaction in the mathematics program in Shrewsbury and expressed their belief that the work that is being done to teach students to think critically will be very beneficial to them the future.

#### **VI. Policy**

None

#### **VII. Finance and Operations**

##### **A. Online Payment Option Report**

Mr. Collins provided an update to the Committee about the option of an online payment option. He explained that he has been working with Mr. Brian L'Heureux, Director of Informational Technology, to establish criteria and narrow down options for the district to offer an online payment option for families for fee based programs including school lunches, extended school care, busing, iPad/technology, full-day kindergarten tuition, etc, that totaled over \$5.6 million in revenue. He explained that were key criteria that they looked for in a system that includes: the ability to integrate with both our student data-base system, Power School and our lunch system program, Meal Magic; the ability to use a single sign-on option through Power School; the ability to handle multiple types of payments with customization options; and a robust back-end accounting function and reporting capability.

After assessing options, holding interviews, making telephone and email inquiries/reference checks to existing users, and presenting webinars to school and town employees, Mr. Collins and Mr. L'Heureux signed a contract with SchoolPay. Mr. Collins also discussed the cost, transaction fees and expected savings for the program. In summary, he stated that this program will have a quiet launch and limited implementation is planned for early January.

Committee members asked various clarifying questions around fee payment options for the future, typical payment patterns with the online option, expected cost savings and merchant service charges. Mr. Collins explained that the district is moving in the direction of eliminating lunch tickets by expanding the point-of-sale (P.O.S.) system from the current middle and high school implementation to the elementary level. It is expected that families would continue to be allowed to add funds a student's online Meal Magic account by providing cash to a cashier, or mailing or providing a check, but the option to make payments through the online system would be added. He stated that there are no specific patterns with online payments and the costs savings are both hard and soft costs, with the overtime cost associated with handling and processing paper checks being the largest expected savings.

##### **B. Procurement Card Report & Vote**

Mr. Collins provided a report outlining the proposed guidelines and potential benefits for utilizing a procurement card for the district. He first outlined the need for this type of system including the elimination of staff putting purchases that can't be processed by purchase order on their own personal credit cards, the purchase of emergency supplies. He explained that it is becoming more common for some companies not to accept a purchase order. He also discussed the vendor selection process, the expected uses, controls in place concerning charge limits and the requirement for staff to submit detailed receipts.

On a motion by Mr. Wensky, seconded by Dr. Magee, the Committee voted unanimously to approve a resolution that the School Committee of Shrewsbury Public Schools authorized the Chairman of the Shrewsbury School Committee or the Superintendent of Shrewsbury Public Schools to enter into an Agreement with the Bank of Montreal to secure Procurement Cards for each authorized employee or department of the school district under such terms and conditions as approved by the School Committee.

On a motion by Mr. Wensky, seconded by Dr. Magee, the Committee voted unanimously to approve the enclosed guidelines for the use of a procurement card.

### **VIII. Old Business**

None

### **IX. New Business**

#### **A. Evaluation of the Superintendent: Midyear Review**

Mr. Samia noted that Dr. Sawyer had enclosed a memo along with details of his work up to this point in the year and he invited members' comments. Committee members commended Dr. Sawyer's performance and agreed that he had a strong start to the school year. Key points that the Committee noted are Dr. Sawyer's goal of building the leadership team, social media utilization, instructional leadership, community outreach, transparency with information, classroom presence, an innovative approach to planning and for creating opportunities for student learning.

Dr. Sawyer commented on the level of support that he receives from the all staff throughout the district and the School Committee. He noted that he feels privileged to serve in the role and he looks forward to communicating good news about what's happening as the year progresses.

### **X. Approval of Minutes: Vote**

None

### **XI. Executive Session**

Mr. Samia requested a motion to adjourn to executive session for the purpose of discussing negotiations with the Shrewsbury Education Association, Unit A, where deliberation in an open meeting may have a detrimental effect on the bargaining position of the public body. On a motion by Dr. Magee, seconded by Mr. Wensky, on a roll call vote: Dr. Magee, yes; Mr. Wensky, yes; Ms. Canzano, yes; Ms. Fryc, yes; Mr. Samia, yes; the School Committee voted to adjourn to executive session at 8:58 PM.

### **XII. Information Enclosures**

None

### **XIII. Adjournment**

Mr. Samia requested a motion to adjourn the School Committee meeting for December 16, 2015. On a motion by Dr. Magee, seconded by Ms. Fryc, the meeting was adjourned at 9:29 PM. On a roll call vote: Dr. Magee, yes; Ms. Canzano, yes; Ms. Fryc, yes; Mr. Samia, yes.

Respectfully submitted  
Kimberlee Cantin, Clerk

Documents referenced:

1. Elementary Level Mathematics Slide Presentation

2. Middle Level Mathematics Slide Presentation
3. SHS Mathematics Slide Presentation
4. Online Payment Option Report
5. Procurement Card Report
6. Superintendent's Mid-year Evaluation report



**SHREWSBURY PUBLIC SCHOOLS**  
School Committee Meeting



ITEM NO: **XI. Executive Session**

MEETING DATE: **1/20/16**

**SPECIFIC STATEMENT OR QUESTION:**

Will the School Committee enter into executive session executive session for the purpose of a) discussing negotiations with the Shrewsbury Education Association, Unit A, where deliberation in an open meeting may have a detrimental effect on the bargaining position of the public body, and/or b) for the purpose of discussing a student residency issue?

**BACKGROUND INFORMATION:**

Executive session is warranted for these purposes.

**ACTION RECOMMENDED:**

That the School Committee enter into executive session.

**STAFF AVAILABLE FOR PRESENTATION:**

Ms. Barbara A. Malone, Director of Human Resources  
Dr. Joseph M. Sawyer, Superintendent of Schools

ITEM NO: **XII. Adjournment**